Presenters: Catherine Sparks, MSN, RN
Nationally Certified School Nurse
Utah State School Nurse Consultant

Claudia Streuper, BSN, RN Weber County School Nurse Supervisor

Objectives:

Gain a greater understanding of school nursing services and the value of school nurse collaboration in multidisciplinary teams to plan and coordinate services for the Student with Special Health Care Needs.

The Student with Special Health Care Needs

Students with special health care needs are those who require specialized health care during the school day to enable participation in the educational program. This includes students who:

- 1. May require administration and/or monitoring of medication
- 2. Have a health condition that is currently stable but may require routine monitoring or crisis care
- 3. Use a particular device that compensates for the loss of vital body functions
- 4. Require substantial, complex or frequent health care procedures to avert injury or death

Caring for Student with Special Health Care Needs

Laws state that schools are responsible for providing students with profound health impairments the "related services" they need to benefit their education. A school is not responsible for replacement of a surgically implanted device the child may need to survive—but is responsible for making sure that the device is monitored and maintained correctly while the child is being transported to and from school and while he or she is at school. The school nurse is a vital piece of the "related services".

The School Nurse

National Association of School Nurses states that the registered professional nurse:

- is the leader in the school community to oversee school health policies and programs
- serves in a pivotal role to provide expertise and oversight for the provision of school health services and promotion of health education
- · uses clinical knowledge and judgment to provide health care to students and staff
- performs health screenings
- · coordinates referrals to the medical home or private healthcare provider
- serves as a liaison between school personnel, family, community and healthcare providers to advocate for health care and a healthy school environment (National Association of School Nurses / American Nurses Association [NASN / ANA], 2005).

State Law defines the various roles and responsibilities of the Registered Nurse (RN) who is required by law to supervise the licensed practical nurse (LPN), certified nurse assistants (CNA) and any school staff to whom a nursing task has been delegated. The School Nurse has ultimate responsibility for deciding which tasks can be delegated and to whom and for ensuring that the procedures are being done correctly.

The Utah School Nurse

- Healthy People 2020 recommend a general school nurse to student ratio of 1:750.
- Utah School Nurse to student ratio is approximately 1:4203
 - This ratio is not equally distributed however; several nurses in larger districts have responsibility for over 6,000 students.
- Average school nurse school assignment is 5 reports indicate as many as 8 assigned schools
- Governed by School Health Policy developed at the district level

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School Nurse Staff Trainings AND Classroom Health Promotion, endless possibilities:

- Environment awareness
- Head Lice
- Universal precautions including OSHA and Cytomegalovirus (CMV)
- · Basic First Aid, CPR and AED
- · Emergency evacuation procedures for students with special health care needs
- Proper techniques for lifting and moving students
- Proper use of student equipment
- · Expect ongoing training
- Classroom to presents on Healthy Lifestyle such as hand washing, dental hygiene, nutrition, BMI and maturation.

Professional Nursing Tasks

- Nursing and Health Care Needs assessment
- Provides staff training of medical management and administration of emergency medications.
- Healthcare trainings including emergency situations, medication side effects
- Develop individualized health care plans (IHCP) and emergency action plans (EAPs)
- Overview and training of student specific health problems

A Registered Nurse (RN) is the only person that can delegate health care procedures and medication administration.

- o A Physician cannot delegate care in the school setting
- o Parents cannot delegate medical care
- A Licensed Practical Nurse (LPN) does not have the authority under her nursing license to delegate medical care. CNA's can not delegate in the schools
- School District employees do not have a license to practice medicine, and therefore cannot delegate medical care
- School nurses actively collaborate with others to build student and family capacity for adaptation, self-management, self advocacy and learning.

Delegation

Utah Nurse Practice Act permits the school nurse to delegate certain tasks to another person, but only if the nurse trains that person and is confident of that person's ability. Utah R156-31b-701 Delegation requires four major considerations:

- 1. student safety: do not delegate a skilled complex task
- 2. staffing skill level and capabilities
- 3. staffing trainability by observing return technique and performance
- 4. supervision by and availability of the school nurse. The school nurse must be reachable by phone at all times. See Appendix A for adapted American Federation of Teachers (AFT) guidelines on delegation of Health Care procedures

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What NOT to Delegate

- The initial nursing assessment and any subsequent assessment that requires professional nursing knowledge, judgment, and skill
- The determination of nursing diagnoses, the establishment of the nursing care goals, development of the nursing plan of care, and evaluation of the student's progress in relation to the plan of care
- Any nursing intervention that requires professional nursing knowledge, judgment, and skill. Nursing judgment is the intellectual process that a registered nurse exercises in forming an opinion and reaching a conclusion by analyzing the data

Collaboration with Additional School Staff

School Bus Drivers: Nutrition Workers: Custodians:

Use of the 1:1 Private Duty Nurse

The school nurse should lead the discussion and decision for need of 1:1 nursing services.

Each school district has a medical advisor who can also provide an expert opinion of needed nursing services and appropriate personnel to provide the care.

- A special education nurse that is hired by the board of education can provide care for individual or small groups of student depending on their needs and is controlled by school administration, must find own substitute
- A third party nursing service may be contracted to provide 1:1 care to an individual student. Sources
 would include private duty agency nurse or a home health care agency. A MOU or contract is required
 between the agency and the school. Hiring an agency to provide 1:1 nursing services for students with
 complex medical needs has shown to provide better continuity of care between home and school. The
 agency is responsible for training, conduct and substitution

Items to consider when developing a contract or MOU:

- specific nursing services to be provided
- contingency for back up of nursing service coverage
- nursing liability coverage
- · nurse's participation in educational and evaluation meetings, confidentiality
- communication between nurses, medical provider, school educational staff, family, and other community health providers

Do Not Resuscitate Orders

Common policy in Utah school districts state that first aid shall be provided to any and all students in need of such assistance while under the control and/or supervision of the School District. DNR directives will **not** be followed by school district staff who are not licensed under Section 26-8A-302 (EMS)or for any student who is younger than 18 years old.

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Collaboration with School Nurse on Educational Teams

The relationship to health and learning is well documented. From a referral for glasses to the more complex medical needs student, the school nurse is the school's health expert, an essential component to school educational teams. Usually the school nurse is the only health care provider in the school setting and acts as liaison between school personnel, family, health care professionals and the community. The school nurse can assist families with access to care through referral, linking to available community resources and obtaining health insurance. Suggestions to improve efficiency of the school education team:

- invite the nurse to participate in your preschool home visits
- request nursing assessments on identified students with complex health issues
- allow ample time for the school nurse to receive medical orders from which an Individualized Health Care Plan (IHCP) and if warranted an Emergency Action Plan (EAP) are developed and shared with need to know staff
- reserve time in your fall orientation schedule to receive individual student health information which may involve delegated nursing task training.
- understand that student health information is an ongoing process throughout the school year.
- reserve time for annual trainings on OSHA, CPR, AED and administration of emergency medications such as stock Epinephrine and Glucagon
- reserve time for nursing in-service at staff meetings to include topics such as: air quality, first aid and safety, safe environment, head lice and other health related topics.
- include nursing services in your team meetings
 - Child Study
 - o **504**
 - o IEP

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Resources:

American Federation of Teachers:

https://www.aft.org/pdfs/healthcare/medicallyfragilechild0409.pdf

American School Health Association http://www.ashaweb.org/i4a/pages/index.cfm?pageid=1

A Shot to Live: Management of School Anaphylaxis (part ½ Staff Training)) http://medicine.utah.edu/pediatrics/ashottolive/training_resources/ashottolive/player.html

National Association of School Nurses (NASN) http://www.nasn.org/

Utah Collaborative Medical Home Project http://medhome.med.utah.edu/

Utah State Health Department: School Health Resources Guide http://health.utah.gov/obesity/documents/School%20Health%20Resource%20Guide.pdf

Utah State Office of Education: Technical Assistance Manual for Serving Students with Special Health Care Needs

shttp://www.schools.utah.gov/

Utah School Nurse Association (USNA) http://www.utahschoolnurses.org/

Utah Parent Center www.parentcenter.org

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Appendix A: Adapted AFT Guidelines for the Delineation of Roles and Responsibilities for the Safe Delivery of Specialized Healthcare in Utah Educational Settings

			ational Setting				
	Physician Order	Registered Nurse	Licensed Practical	Certified Teaching	Related Services	Para	
Procedure	Required	(RN)	Nurse (LPN)	Professional	Personnel	Professional	Others
1.0 Activities of Daily Living		,	,				
1.1 Toileting/Diapering		А	А	А	А	*A	Α
1.2 Bowel/Bladder Training		Α	А	*A	А	S	S
1.3 Dental Hygiene		Α	Α	Α	Α	S	S
1.4 Oral Hygiene		Α	Α	*A	А	S	S
1.5 Lifting/Positioning		Α	Α	*A	Α	*S	S
1.6 Feeding							
1.6.1 Nutrition Assessment		Α	Х	Х	N	Х	Χ
1.6.2 Oral Motor Assessment		Х	Х	Х	*SP/TH	Х	Χ
1.6.3 Oral Feeding		Α	Α	Α	Α	* S	S
1.6.4 Naso-Gastric Feeding	YES	*A	*S	Х	Х	*S/HA	Х
1.6.5 Monitoring of Naso-Gastric							
Feeding		Α	S	S	S	S	Χ
1.6.6 Gastronomy Feeding	YES	*A	*S	X	Χ	*S/HA	Χ
1.6.7 Monitoring of Gastronomy y							
Feeding		Α	S	S	S	S	Χ
1.6.8 Jejunostomy Tube Feeding	YES	*A	*S	X	Х	Х	Χ
1.6.9 IV Feeding	YES	*A	*S	X	Х	Х	Χ
1.7.0 Monitoring of IV Feeding		Α	S	S	S	S	Χ
1.7.1 Naso-Gastric Tube Insertion	YES	*A	*S	Х	Х	Х	Χ
1.7.2 Naso-Gastic Tube Removal	YES	*A	*S	EM	EM	EM/HA	Χ
1.7.3 Naso-Gastric Tube Reinsertion	YES	*A	* S	Х	Χ	Х	Χ
2.0 Catheterization							
2.1 Clean Intermittent Catherization	YES	*A	*S	*S	*S	*S	Χ
2.2 Sterile Catherization	YES	*A	*S	X	Χ	X	Χ
2.3 Crede	YES	Α	S	S	S	S/HA	S
2.4 External Catheter	YES	*A	*A	S	S	S/HA	Χ
2.5 Care of indwelling Catheter (not irrigated)	YES	*A	*S	S	S	S/HA	Х

DEFINITIONS OF COLUMN HEADINGS

Physicians order must adhere to state nurse practice act

Related Services include N, TH, and SP

Paraprofessionals include teachers aides, health aides, uncertified teaching personnel

Others include secretaries, bus drivers, cafeteria workers, custodians

DEFINITIONS OF SYMBOLS

- * Person who should be designated to perform
- A Qualified to perform task, not in conflict with professional standards
- S Qualified to perform task with RN supervision and in-service training

EM In emergencies if properly trained, and if designated professional not available

- X Should not perform
- N Nutritionist
- HA Health Aide
- TH Occupational therapist
- SP Speech/language pathologist

Crede- A procedure performed by a medically trained individual by applying pressure in particular parts of the abdomen, particularly right above the bladder to express urine.

Appendix A: Adapted AFT Guidelines for the Delineation of Roles and Responsibilities for the Safe Delivery of Specialized Healthcare in Utah Educational Settings

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Procedure	Physician Order Required	Registered Nurse (RN)	Licensed Practical Nurse (LPN)	Certified Teaching Professional	Related Services Personnel	Para Professional	Others	
3.0 Medical Support Systems								
3.1 Ventricular Peritoneal Shunt	YES							
3.1.1 Pumping	YES	*EM	*EM	Х	Х	Х	Х	
3.1.2 Monitoring	YES	*A	S	S	S	S	Х	
3.2 Mechanical Ventilator	YES							
3.2.1 Monitoring	YES	*A	*S	EM	EM	*S/HA	Х	
3.2.2 Adjustment of Ventilator	YES	*A	*S	Х	Х	Х	Х	
3.2.3 Equipment Failure	YES	Х	Х	EM	EM	EM	EM	
3.3 Oxygen	YES				l.			
3.3.1 Intermittent	YES	*A	*S	Α	EM	EM	Х	
3.3.2 Continuous (Monitoring)	YES	A	*S	*S	*S	*S	*S	
3.4 Hickman/Broviac/IVAC/IMED	YES	*A	*S	X	X	X	X	
3.5 Peritoneal Dialysis	YES	*A	*S	X	X	X	X	
3.6 Apnea Monitor	YES	*A	*S	*S	*S	*S/HA	X	
4.0 Medication	IES		<u> </u>	<u> </u>	<u> </u>	SITIA		
4.1 Oral	YES	*A	*S	*\$	*8	*S	*S	
4.1 Oral 4.2 Injection	YES	*A	*S	X	X	X	X	
•	YES	*A	*S		*S	*S	*S	
4.2.1 Insulin Injection			*S	*S	*S		*S	
4.3 Epi-pen allergy Kit	YES	*A	- "5	*S	*5	*S	- "S	
4.3.1 Glucagon (Diabetic	YES	*A	*S	*0	*S	*0	*S	
unresponsive) 4.4 Inhalation	YES	*A	*S	*S *S	*S	*S *S	<u> </u>	
	YES	"A	5		"5	"5	- 5	
4.5 Rectal (only if nurse is always in building)	YES	*A	*S	X	X	X	Х	
4.5.1 Inter Nasal Versed	X	X	X	X	X	X	X	
4.6 Bladder Installation	YES	*A	*S	X	X	X	X	
4.7 Eat/Eye Drops	YES	*A	*S	*S	*S	*S	*S	
-	YES	*A	*S	*S	*S	*S	<u>S</u> *S	
4.8 Topical			*S					
4.9 Per Naso-gastric Tube	YES	*A		X	X	X	X	
4.10 Per Gastronomy Tube	YES	*A	*S	X	X	X	X	
4.11 Intravenous	YES	*A	*S	X	X	X	X	
4.12 Spirometer	YES	*A	*S	X	X	*S/HA	X	
5.0 Ostomies		1		I	l			
5.1 Ostomy Care	YES	*A	*S	EM	EM	*S/HA	X	
5.2 Ostomy Irrigation	YES	*A	*S	EM	EM	*S/HA	X	
6.0 Respiratory Assistance	_	1		ı	I	1		
6.1 Postural Drainage	YES	*A	*S	*S	*S	*S	*S	
6.2 Percussion	YES	*A	*S	*S	*S	*S	*S	
6.3 Suctioning (mouth)	YES	*A	*S	*S	*S	*S	*S	
6.3.1 Pharyngeal	YES	*A	*S	EM	EM	*S/HA	Х	
6.3.2 Tracheostomy	YES	*A	*S	EM	EM	*S/HA	Х	
6.4 Tracheostomy Tube Replacement	EM	EM	EM	EM	EM	EM	EM	
6.5 Tracheostomy Care (cleaning)	YES	*A	*S	X	X	X	Χ	

Appendix A: Adapted AFT Guidelines for the Delineation of Roles and Responsibilities for the Safe Delivery of									
Specialized Healthcare in Utah Educational Settings									
Procedure	Physician Order Required	Registered Nurse (RN)	Licensed Practical Nurse (LPN)	Certified Teaching Professional	Related Services Personnel	Para Professional	Others		
7.0 Screenings									
7.1 Growth		*A	*S	Х	Χ	X	Χ		
7.2 Vital Signs		*A	*S	Х	Χ	X	Χ		
7.3 Hearing		*A	*S	Х	SP	*S/HA	Χ		
7.3 Vision		*A	*S	*S	*S	*S/HA	*S		
Scoliosis		*A	*S		TH	*S/HA			
8.0 Development of Protocols									
8.1 Healthcare Procedures		*A	*S	Х	Χ	X	Χ		
8.2 Emergency Protocols	YES	*A	With Physicians Consultation						
8.3 Individual Education Plan Health Objectives		*A	X	X	X	Х	Х		
8.4 Nursing Care Plan		*A	X	Х	Х	Х	Х		

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